

CITY OF MANCHESTER
PLANNING AND ZONING COMMISSION
MEETING MINUTES
MONDAY, MARCH 28, 2011

COMMISSIONERS

Dave Willson, Mayor
Jason Truesdell, Chairman (Term to 2014)
James Labit, Secretary (Term to 2012)
Debbie Mizerany (Term to 2012)
Tom Brown (Term to 2013)
Jack Fluchel (Term to 2014)

CITY OFFICIALS AND OTHERS

Mike Clement, Alderman, Ex-Officio member
Franz Krintz, Planning and Zoning Director
Cynthia Holten, Recording Secretary

CASES

#11-SP-001

Site Plan Approval is being sought by Bill Baumgartner of Baumgartner Homes, Inc on behalf of James and Diane Ball to build a new ranch style single-family dwelling at 704 Joyce Ann Drive. The property is zoned R-1 Single Family Residential.

REPRESENTATIVES OF CASES

- **Bill Baumgartner**
Baumgartner Homes Inc.
232 Vance Road, Suite 200
Valley Park, MO 63088
314 541 2841
- **James & Diane Ball**
341 Arbor Glen Drive
Ballwin, MO 63021
636 394 9691

1. CALL TO ORDER

Commissioner Truesdell called the Planning and Zoning meeting of March 28, 2011 to order at 7:05 p.m.

2. ROLL CALL

Commissioner Truesdell asked the Recording Secretary to take roll.

Commissioner Debbie Mizerany	Absent		
Commissioner Jack Fluchel	Absent	Mayor David Willson	Present
Commissioner James Labit, Secretary	Present	Alderman Mike Clement	Present
Commissioner Tom Brown	Present	Director Franz Krintz	Present
Commissioner Jason Truesdell, Chairman	Present	Cynthia Holten, Recording Secy	Present

3. **APPROVAL OF MINUTES**

Commissioner Labit made the motion to approve the minutes of March 14, 2011. Motion seconded by Commissioner Brown; motion approved by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
4	0	0	2

4. **APPROVAL OF AGENDA**

Commissioner Truesdell asked if there were any changes to the agenda. Commissioner Labit made the motion to approve the agenda as presented. Commissioner Brown seconded; motion approved by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
4	0	0	2

5. **OLD BUSINESS**

There is no Old Business.

6. **NEW BUSINESS**

- A. **CASE #11-SP-001** – Site Plan Approval is being sought by Bill Baumgartner of Baumgartner Homes, Inc. on behalf of James and Diane Ball to build a new ranch style single-family dwelling at 704 Joyce Ann Drive. The property is zoned R-1 Single Family Residential.

Mr. Bill Baumgartner was seeking site plan approval for 704 Joyce Ann. He is building a 2,700 sq. ft., 3-car garage, ranch style home for James and Diane Ball. The site falls about 2 feet from the street to the back of the house and a total of 6 feet from the street to the back of the lot. There will be exposed egress windows around the back at the existing grade of the house. The down spouts will be piped in from the roof and tied in at the back of the lot into a catch basin.

Planning and Zoning Director Kraintz said he'd met with Mr. Baumgartner and had had several telephone conversations as well about this site plan. Overall it meets the setbacks for the R-1 zoning district. He said the slopes and drainage were also discussed and Mr. Baumgartner agreed to pipe the downspouts to the storm water control pit. Director Kraintz said rain barrels were discussed but it was determined that a bigger catch basin would be better. He said he and the City Administrator, Ed Blattner, had walked the site and neither had any concerns, but they did notice that there was some debris as well as a cistern or well or some sort of septic system on site, which the plans now indicate will be removed. Mr. Baumgartner clarified that it was a cistern system and that the cistern, dead trees and debris, which has been left by the previous owners all would be removed.

Director Kraintz pointed out that the natural topography and slopes on the current plans. He said with the new house, the slopes would be angled and deepened a little more on the side yards and asked if swales would be installed. Mr. Baumgartner said that it was his intent to add swales. He explained how the slope of the land would allow water to shed off the driveway to the swale down the sides. Director Kraintz requested a revision of the site plans to show the swales.

Director Kraintz informed Mr. Baumgartner of the refundable deposit requirement. He explained that part of approving the site plan is based on the condition that a \$2,500 refundable deposit is available to the City of Manchester in the event that repairs are needed to the site's sidewalks, curbs, and driveway.

Commissioner Labit commented that it looks like a nice house and will be a great addition to the City and it's nice to have someone from Ballwin help us out like that. He said he was looking at the elevation of the main floor of the garage and wondered why this wouldn't be raised by at least a foot higher for the top of the basement wall. Mr. Baumgartner asked if Commissioner Labit was suggesting that the foundation be raised a foot. Commissioner Labit said to raise that up and put the slope of the driveway much further away from the house. He said he doesn't see any type of pipe there that would take away water runoff and the garage would probably get wet. Mr. Baumgartner said if this was done, there would need to be additional steps added to the back and make a steeper grade to the sides. Commissioner Labit said this was just his suggestion and added that he had no problem with the swales. He said Mr. Baumgartner has gone the extra mile with collecting the storm water and piping it well to the back of the property, so that narrow strip of land doesn't seem to warrant a swale.

Commissioner Brown said the house is fantastic and echoed Commissioner Labit's comments as well. He added that he wished there were more houses like this being built in Manchester. He asked if the storm water control pit would leech out or overflow. Mr. Baumgartner said the pit is filled with rocks with a perforated pipe to it and rain water will be absorbed and not overflow. Commissioner Brown then asked when construction would start. Mr. Baumgartner said that once the site is approved, he'll apply for permits tomorrow. He said he has everything in order to submit to County for permits and the process usually takes about ten days before permits are issued.

Mayor Willson said the house looks terrific and jokingly asked when the house warming would be.

Alderman Clement commented that the house will make a beautiful addition. He asked if there was a landscaping plan. Mr. Baumgartner said although there is no landscaping plan yet, he would like to put evergreens across the back of the property, landscape the front with shrubs and flowers and replace the dead trees with decorative trees.

Alderman Clement asked Mr. Ball if he had met his neighbors and let them know that there will be some construction going on for the next several months. Mr. Ball explained that he had spoken to some of his neighbors and will be contacting others as well. He said he learned that one of his neighbors is a landscaper and will possibly be discussing landscaping plans with him.

Commissioner Truesdell welcomed Mr. & Mrs. Ball to Manchester. He mentioned that one of the previous commissioners moved to Ballwin and was glad to see people from Ballwin moving to Manchester. He asked how long construction would take and Mr. Baumgartner said about five to 6 months.

Commissioner Labit made the motion to approve site plan CASE #11-SP-001, with the provisos of a \$2,500 refundable deposit requirement, commitment to remove the dead trees, and site plan revision to show the swales. Commissioner Brown seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
4	0	0	2

7. PLANNING AND ZONING DIRECTOR'S REPORT

Planning and Zoning Director Kraintz reminded Mr. Baumgartner to come to City Hall with the site plan first before going to the County.

He said MSD is looking to begin the next phase of storm water control as they get more and more into water quality and containment. MSD is looking into the development design of subdivisions where rain guards are between the sidewalk and street and imperious pavements. Because of this, it may become necessary for the City to amend its ordinance to include those provisions as they get finalized by MSD and sent to the municipalities to implement.

Director Kraintz said there will be no meeting April 11, 2011. He said the meeting scheduled for April 25, 2011, will be a continuation of the Great Streets Plan review, with the city attorney attending.

8. EX-OFFICIO'S REPORT

Alderman Clement said there were two Special Use Permits presented at the last Board of Aldermen meeting. One was the Black Belt Academy, which had its first reading and the other was emergency legislation to approve Summers Blooms so that this business could be operational next month. The Black Belt Academy will have a second reading on Monday, April 4, 2011.

9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

Commissioner Brown commented that the last Board meeting was very calm and quiet. Commissioner Truesdell commented that he hopes it becomes much more civilized after the upcoming elections.

Commissioner Truesdell said there had been a tire sale at Firestone last weekend and again they had the balloon displays. Director Kraintz said that staff had alerted the Police Chief about these types of signs. Alderman Clement suggested that staff talk to the business manager. Director Kraintz said he had spoken and written Firestone management in the past, but would contact them again. He added that he'd spoken to the sign company for Firestone who said they are in the process of creating another permanent sign, and said perhaps this is just a temporary signage usage. Commissioner Truesdell said it might be suggested that there will be greater scrutiny to any application put forth by Firestone to have signage based on their adherence to current city ordinances.

10. ADJOURNMENT

Commissioner Brown made the motion to adjourn the Planning and Zoning Commission meeting of March 28, 2011, at 7:24 p.m. Motion seconded by Commissioner Labit; motion approved by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
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Respectfully submitted by Cynthia M. Holten, Recording Secretary

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